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Reserve

Ag 854 E

Schedule of Classes

Summer Session 1952

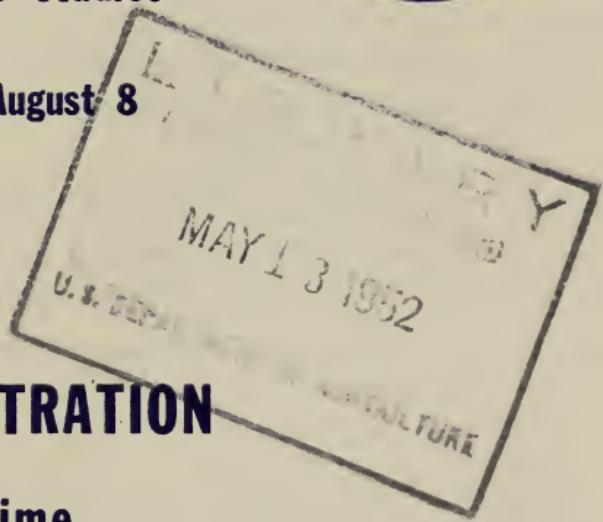
U.S. Department of Agriculture

Graduate School



Undergraduate and
graduate studies

June 2 - August 8



REGISTRATION

Time

May 24

Saturday, 9-4 p.m.

May 26 thru 29

Monday thru Thursday, 9-6:30
p.m.

Place

Room 1031, South Building
U.S. Department of Agriculture
14th St. and Independence Ave.
Washington, D.C.

Class Schedule and Supplement

to 1951-52 Bulletin

Classes begin during week of June 2, end August 8. All classes meet in the evening unless otherwise indicated.

Complete details, including rules, regulations, and course descriptions, are given in the 1951-52 Bulletin, a copy of which may be obtained from the Graduate School office. Training officers of your agency have a copy which you may examine.

Counseling on courses and programs of study is available at all times from members of the school staff.

Registration: See schedule on front cover. No one may register for credit after June 6 except with the permission of the Registrar.

Late registration: After May 29, a \$2.00 per course late registration fee is charged.

Course Transfers: Thru June 6, students may transfer from one course to another without extra charge. After June 6, there is a transfer fee of \$1.00 per course.

Change in credit-audit status: Requests to change a registration from credit to audit or vice versa will not be accepted after July 2.

Withdrawals and refunds: Refunds in cases of withdrawal will be granted according to the following schedule:

Thru June 6: Tuition less \$5.00 registration fee.

June 9-13: 60% of tuition.

June 16-20: 40% of tuition.

A minimum of \$5.00 will not be refunded. Withdrawals will be computed as of date application is received in Graduate School office. No refund for any reason will be granted after June 20.

Textbooks: Sold in Room 1041, South Agriculture Building

May 24 (Saturday)	9 a.m. to 4 p.m.
May 26-29	1-6:30 p.m.
June 2-6	1-6:30 p.m.
June 9-13	4:30 to 6:20 p.m.
After June 13	4:30 to 5:30 p.m.

USDA Library: Reading Room, open Monday thru Friday 8:30 a.m. to 8:30 p.m.; Saturdays, 9-1.

Business office: Room 1031, South Agriculture Building.

Telephone: REpublic 4142, Extension 6337.

Hours: 9:00 a.m. to 6:20 p.m., Monday thru Friday.

Fall Semester

Registration begins September 13. Classes begin September 22.

**Classes are open to non-government as well as
government personnel**

ACCOUNTING

4-112. **Federal Accounting Procedure** (3) Tierney M-W 6:10-8 \$27 p. 43
6-352A. **Principles of Accounting** (First Half) (3) Smith Tu-Th 6:10-9 \$27 p. 72
6-352B. **Principles of Accounting** (Second Half) (3) Marshall Tu-Th 6:10-9 \$27 p. 72

ARTS AND PHOTOGRAPHY

8-60. **Pencil Sketching and Water Color Painting** (non-credit) Lyon M-Th 6:10-8 \$27
8-70. **Survey of Photography** (non-credit) McHenry Tu 7-9:30 \$18 p. 104

ADMINISTRATION

4-101. **Business Mathematics** (2) Botts Tu 6:10-9 \$18 p. 42
4-108. **Administrative Procedure** (2) Hess Tu 6:10-9 \$18 p. 42
4-112. **Federal Accounting Procedure** (3) Tierney M-W 6:10-8 \$27 p. 43
4-114. **Federal Personnel Procedure** (2) Mohagen M 6:10-9 \$18 p. 43
4-120. **Government Letter Writing** (2) Sills W 6:10-9 \$18 p. 46
4-201. **Supervision** (2) Sharar M 6:10-9 \$18 p. 44
6-341. **American National Government** (2) Small W 6:10-9 \$18 p. 62
6-344. **Introduction to Public Administration** (3) Instructor to be announced Tu-Th 6:10-8 \$27 p. 62
6-444. **Position Classification** (2) Laxton, Findlay Tu-Th 6:10-8 (seven weeks) \$20 p. 67

ENGLISH AND SPEECH

2-85. **Creative Writing** (non-credit) Miller Tu 6:10-8 \$18
Lectures on types of fiction and the study of techniques, analysis of short stories. Writing of short stories or simpler forms of narration. One year of college English required.

2-118. **Practical English Usage** (2) Samson Tu 6:10-9 \$18 p. 19
2-119. **Vocabulary Building** (2) Murphy Th 6:10-9 \$18 p. 19
4-120. **Government Letter Writing** (2) Sills W 6:10-9 \$18 p. 46
2-223. **English Grammar** (2) Harman Th 6:10-9 \$18 p. 20
2-228. **Fundamentals of Speech** (Public Speaking) (2) Roser M 6:10-9 \$18 and \$1.50 laboratory fee p. 21
2-232. **Voice and Remedial Speech** (2) Emery Th 6:10-9 \$18 and \$1.50 laboratory fee p. 21
2-248. **News Writing Workshop** (2) Howard L. Kany M 6:10-9 \$18

FOREIGN LANGUAGES

2-40. **Everyday French** (non-credit) Arnould Tu 6:10-9 \$18 p. 26 (One year of French required)
2-253A. **Elementary French** (First Half) (3) DeMarne Tu-Th 6:10-8 \$27 p. 25
2-253B. **Elementary French** (Second Half) (3) Etienne M-W 6:10-8 \$27 p. 25
2-41. **Everyday German** (non-credit) Ponti M 6:10-9 \$18 p. 26 (No previous study of German required)
2-259B. **Elementary German** (Second Half) (3) Lederer Tu-Th 6:10-8 \$27 p. 26

2-290A. **Elementary Portuguese** (First Half) (3) Ornstein
M-W 6:10-8 \$27

2-45. **Review of Elementary Russian** (non-credit) Sa-
harov Th 6:10-9 \$18 p. 27

2-46. **Everyday Russian** (non-credit) Saharov Tu 6:10-9
\$18 (For students who have had one year or equiv-
alent training)

2-295B. **Elementary Russian** (Second Half) (4) Korenev-
Rockwell M-Th 6:10-8:40 (11 weeks) \$36 p. 27

2-47. **Everyday Spanish** (non-credit) Ponce W 6:10-9
\$18 p. 27 (For students with some previous
Spanish training)

2-300A. **Elementary Spanish** (First Half) (3) G. Supervia
M-W 6:10-8 \$27 p. 27

2-300B. **Elementary Spanish** (Second Half) (3) Johnston
M-W 6:10-8 \$27 p. 27

MATHEMATICS AND STATISTICS

4-101. **Business Mathematics** (2) Botts Tu 6:10-9 \$18
p. 42

3-2. **Review of Calculus** (non-credit) Kaplan Tu-Th
6:10-8 \$27 p. 33

3-102. **Algebra** (3) J. Rhodes Tu-Th 6:10-8 \$27 p. 33

3-126A. **Introductory Statistics** (First Half) (2) Rauch-
schwalbe W 6:10-9 \$18 p. 35

3-126B. **Introductory Statistics** (Second Half) (2) Larsen
Tu 6:10-9 \$18 p. 35

3-251. **Review of Statistical Analysis** (3) Frank Proschan
M-W 6:10-8 \$27

A review of statistical analysis. A practical, experimental approach to
fundamentals, requiring a minimum of mathematics. Topics: distributions;
various measures of central value and dispersion; statistical inference; analysis
of variance; regression and correlation; enumeration statistics; nonparametric
statistics.

3-318. **Machine Tabulation** (2) Kaufman W 6:10-9 \$18
p. 36

NATURAL SCIENCES—NATURE STUDY

1-213. **Identification of Local Plants** (2) Walker M
6:10-8 \$18 p. 17 (Saturday field trips as ar-
ranged)

1-214. **Birds of the Washington Area** (2) Robbins W
6:10-8 \$18 p. 17 (Saturday field trips to be ar-
ranged)

5-360. **General Oceanography** (2) Vetter W 6:10-9 \$18
p. 55

SECRETARIAL STUDIES

4-89. **Review of Gregg-Anniversary** (non-credit) Flinch-
um M-Th 6:10-8 \$27 p. 49

4-129. **Beginning Gregg I—Simplified** (3) Wilkey M-W
6:10-8 \$27 p. 49

4-130. **Beginning Gregg II—Simplified** (3) Hobbs M-Th
6:10-8 \$27 p. 49

4-225. **Gregg Shorthand—Simplified, 60-80 Words** (3)
Bell M-W 6:10-8 \$27 p. 49

4-226. **Gregg Shorthand—Simplified and Anniversary,
80-100 Words** (3) Rowland M-Th 6:10-8 \$27
p. 49

4-325. **Secretarial Practices** (2) Groff M 6:10-9 \$18
and \$1.50 laboratory fee p. 49

SOCIAL SCIENCES

7-105. **Introduction to the Study of Human Relations**
(2) Longmore M 6:10-9 \$18 p. 86

7-110. **Introductory Survey of Economics** (2) Burroughs
W 6:10-9 \$18 p. 78

7-248. **Current World Problems** (2) Berger Th 6:10-9
\$20 p. 91